FEBRUARY 20, 1936 NUMBER 302

THE UNIVERSITY OF NORTH CAROLINA RECORD

THE ONE HUNDRED AND FORTY-SECOND SESSION

CATALOGUE OF THE SCHOOL OF LIBRARY SCIENCE

1935-1936

Announcements for the Session

1936-1937

THE UNIVERSITY OF NORTH CAROLINA PRESS
ISSUED 12 TIMES A YEAR AS FOLLOWS: 4 NUMBERS IN FEBRUARY, 3 NUMBERS IN MARCH, 3 NUMBERS IN APRIL, 1 NUMBER EACH IN JUNE AND OCTOBER
ENTERED AS SECOND-CLASS MATTER AT THE POSTOFFICE AT
CHAPEL HILL, N. C.
UNDER THE ACT OF AUGUST 24, 1912

CATALOGUE OF EVENTS

SESSION, 1936-1937

1936

June 7-9	*Sunday through Tuesday.* Commencement Exercises.
June 11-July 22	Summer Session, First Term.
July 23-August 29	Summer Session, Second Term.
September 14-15	*Monday and Tuesday.* Examinations to remove condition grades.
September 17	*Thursday.* Registration (all except Freshmen) for the fall quarter.
September 18	*Friday.* Class work for the fall quarter begins.
October 12	*Monday.* University Day.
November 25	*Wednesday.* Thanksgiving Recess begins (1:00 p.m.).
November 30	*Monday.* Thanksgiving Recess ends (8:30 a.m.).
December 10-19	*Thursday to 1:00 p.m. Saturday of following week.* Registration for the winter quarter.
December 15-19	*Tuesday through Saturday (1:00 p.m.).* Examinations for the fall quarter.
December 19 (afternoon)-December 30	Christmas Recess.
December 31	*Thursday.* Registration of new students.

1937

January 1	*Friday.* Class work for the winter quarter begins.
January 30	*Saturday.* First term of the School of Law ends.
February 1	*Monday.* Second Term of the School of Law begins.
March 5-13	*Friday to 1:00 p.m. Saturday of following week.* Registration for the spring quarter.
March 9-13	*Tuesday through Saturday (1:00).* Examinations for the winter quarter.
March 15	*Monday.* Registration of new students.
March 16	*Tuesday.* Class work for the spring quarter begins.
April 11-18	*Sunday through Sunday.* Spring Recess.
May 31-June 4	*Monday through Friday.* Examinations for the spring quarter.
June 6-8	*Sunday through Tuesday.* Commencement Exercises.

THE SCHOOL OF LIBRARY SCIENCE

Frank Porter Graham, M.A., LL.D., D.C.L., D.Litt., *President.*
Robert Burton House, A.M., *Dean of Administration.*
Robert Bingham Downs, M.S., *Chairman, Administrative Board, Division of Library and Library School.*
Susan Grey Akers, Ph.D., *Director.*

*THE ADMINISTRATIVE BOARD
DIVISION OF LIBRARY AND LIBRARY SCHOOL

Robert Bingham Downs, M.S., *Professor of Library Science, Chairman.*
Susan Grey Akers, Ph.D., *Professor of Library Science.*
Richmond Pugh Bond, Ph.D., *Associate Professor of English.*
Gustave Adolphus Harrer, Ph.D., *Kenan Professor of Latin.*
Sturgis Elleno Leavitt, Ph.D., *Professor of Spanish.*
William deBerniere MacNider, M.D., Sc.D., LL.D., *Kenan Research Professor of Pharmacology.*
Albert Ray Newsome, Ph.D., *Professor of History.*
Arthur E. Ruark, Ph.D., *Professor of Physics.*
Maurice Taylor Van Hecke, Ph.B., J.D., *Professor of Law.*

FACULTY

Susan Grey Akers.....*Director of the School and Professor of Library Science*

A.B. 1909, University of Kentucky; Certificate, 1913, Library School, University of Wisconsin; Ph.D., 1932, Graduate Library School, University of Chicago; Librarian, Department of Hygiene, Wellesley College, 1913-20; Cataloger, University of North Dakota, 1920-22; Instructor, 1922-26, Assistant Professor, 1926-28, Library School, University of Wisconsin; Instructor in Library Science, Louisiana State University, Summer Sessions, 1928, 1929; Instructor in Cataloging, University College, University of Chicago, 1929-30; Associate Professor, 1931-32, Acting Director and Professor, 1932-35, School of Library Science, The University of North Carolina.

Robert Bingham Downs.....*Librarian and Professor of Library Science*

A.B. 1926, The University of North Carolina; B.S. 1927, M.S. 1929, Columbia University School of Library Service; Assistant, Columbia University Library, 1926-27; Assistant, Reference Department, New York Public Library, 1927-29; Librarian, Colby College, 1929-31; Assistant Librarian and Associate Professor of Library Science, 1931-32, Acting Librarian and Associate Professor of Library Science, 1932-33, The University of North Carolina.

* The Dean of Administration, the Registrar, and the Dean of Students are *ex-officio* members of each Administrative Board.

NORA BEUST.....*Associate Professor of Library Science*

Certificate, 1913, Library School, University of Wisconsin; Certificate, 1914, Children's Library Training Course, Cleveland Public Library; A.B. 1922, University of Wisconsin; Certificate, 1927, Institute for Instructors in Library Science, University of Chicago; A.M. 1930, The University of North Carolina; Reference Librarian, Teachers College, LaCrosse, Wisconsin, 1914-16; First Assistant and Children's Librarian, 1916-20, 1922-27, Public Library, LaCrosse, Wisconsin; Instructor Library School, University of Wisconsin, 1919-20; Librarian, Education Library, The University of North Carolina, 1927-31; Assistant Professor, 1931-35, School of Library Science, The University of North Carolina.

LUCILE KELLING.....*Assistant Professor of Library Science*

A.B. 1917, Whitman College; B.L.S. 1921, New York State Library School; Librarian, Carnegie Public Library, Centralia, Washington, 1918-20; Assistant, Newark, New Jersey, Public Library, 1921-26; Acting Reference Librarian, Mills College, 1926; Instructor, Library School, Los Angeles, California, Public Library, 1926-31; Lecturer, School of Public Administration, University of Southern California, 1929-31; Instructor, School of Library Service, Columbia University, Summer Session, 1930; Acting Librarian, Hoyt Library, Kingston, Pennsylvania, 1932; Assistant, Teachers College Library, Albany, New York, 1932, 1934.

EVELYN DAY MULLEN.....*Reviser and Secretary*

A.B. 1931, Sweet Briar College; B.A. in L.S. 1932, The University of North Carolina.

GLADYS FOSTER OTTEN.....*Reviser and Secretary* (Part-time)

A.B., Certificate in Library Science, 1934, The University of North Carolina.

THE SCHOOL OF LIBRARY SCIENCE

The University of North Carolina, the first state university to open its doors in America, a member of the Association of American Universities, is located at Chapel Hill, thirty miles west of Raleigh, the capital of the State, in the beautiful Piedmont section of hills and forests. If coming to Chapel Hill by train, the student should get off at Durham (twelve miles distant) or Raleigh (thirty miles distant) and take the bus.

THE SCHOOL OF LIBRARY SCIENCE

The School of Library Science opened September, 1931. It is in the Division of Library and Library School of the University of North Carolina. It is governed by the same administration, the same board of trustees, the same laws and regulations as the remainder of the University.

Made possible by a grant from the Carnegie Corporation, the School is the culmination of a series of library science courses offered in the summer and regular terms since 1904. The growing interest in the Southeast in city and county public libraries, and the adoption of minimum standards for college and secondary school libraries by the Southern Association of Colleges and Secondary Schools have made necessary better trained library workers in this part of the country. The School is accredited by the American Library Association and the Southern Association.

PURPOSE OF THE SCHOOL

The curricula of the school offer a basic course preparing the student for general library work. Three curricula are offered, permitting the student to specialize in preparation for work in one of three fields: (1) elementary and high school libraries, (2) city and county public libraries, or (3) college and university libraries.

LIBRARY FACILITIES

Quarters for the school, comprising laboratory and classrooms for the students and offices for the faculty, are in the University Library. The library contained in November, 1935, 285,568 volumes, including 51,213 bound periodicals and transactions of learned societies, and suitable bibliographical equipment for library training. It is a depository for United States Government documents and for state documents for the Southern states. It is a regional depository for Library of Congress catalog cards. It has a complete file of John Crerar Library and Duke University Library catalog cards and partial files of the Harvard College Library, and the University of Chicago Library

catalog cards. The main building houses special libraries for the School of Commerce, the Department of Rural Social-Economics, and a special collection of North Caroliniana. Under the administration of the librarian, there are in other buildings the special libraries devoted to geology, law, engineering, pharmacy, chemistry, botany, zoölogy, and medicine. The library has in the Hanes and Hunter collections 565 incunabula, about 1,200 early and finely printed books, and 830 manuscripts. The library has just received a grant of $25,000 from the General Education Board for the purchase of research materials in certain departments.

The town school system maintains a school library and public children's library available for observation. Within driving distance of from thirty minutes to two hours are the city library system and the libraries of Duke University and its Woman's College at Durham, the State Library and the Library Commission headquarters at Raleigh, the public library and the libraries of the Woman's College of the University of North Carolina at Greensboro.

STUDENT GOVERNMENT

The student body of the university is self-governing. The functions of this government are both disciplinary and constructive. The functions are exercised by the Student Council which is elected by the student body. Student government, insofar as it is disciplinary, is based upon the honor principle. No code of rules is laid down to direct a student what to do and what not to do. The Student Council has power to suspend or dismiss a student from the University, but the final and supreme power is in the general university faculty, delegated to it by the Board of Trustees.

WITHDRAWALS

Formal withdrawal, which is prerequisite to honorable dismissal or reëntrance to this institution, must be approved by the student's Dean to be valid. Such a withdrawal will be approved only after full investigation of the circumstances and after the lapse of twenty-four hours from the time the first application is filed with the Dean. The withdrawal form after approval by the Dean must be filed promptly with the Recorder in room 8, the South Building.

If a student withdraws after the mid-term and is reported as below passing in two or more courses, that quarter will be counted as a quarter in residence in all computations of his requirements for readmission. If a student withdraws before mid-term, it will be left to the discretion of the Dean as to whether or not that quarter is to be counted as a quarter in residence. The Dean's verdict will be indicated specifically on the form used for withdrawals.

HEALTH AND RECREATION

The health of the student community is cared for by the maintenance of a properly appointed infirmary with a staff of well trained physicians and nurses. The university gymnasium and five large athletic fields provide ample facilities for exercise and recreation, all under the supervision and direction of a well organized department of physical education.

REQUIREMENTS AND RECOMMENDATIONS FOR ADMISSION

Evidence of successful vaccination against smallpox is prerequisite for the admission of students to this institution. Applicants are hereby informed that a certificate as to successful vaccination must be sent before they can be admitted.

The principal requirement for admission is a bachelor's degree from an accredited college or university, with the exception that students of any accredited college or university who can qualify as full seniors with no deficiencies whatsoever in this institution will be admitted to the curriculum for public librarians or school librarians.

A reading knowledge of French and German is essential to satisfactory work in college and university libraries and very desirable in other types of libraries. It is strongly urged, therefore, that applicants acquire such a reading knowledge before admission to the school.

Students must show reasonable ability in typewriting before admission to the school. A test in typewriting ability will be held early in the fall quarter.

Those over thirty-five years of age are advised not to apply for admission to the school unless they have been continuously engaged in library work or some similar pursuit.

Because of the special nature of many phases of library work, it is recommended that before beginning the course applicants familiarize themselves with library routines and terms, either through practice in a near-by library or by reading.

Applicants must show evidences of ability to do library work and must have had a well-balanced selection of courses leading to the required bachelor's degree.

It is recommended that applicants interview a member of the faculty of the school before admission.

Amount of equipment and size of faculty necessarily limit the enrollment. The class will be chosen on a basis of individual promise of success and previous high scholarship standing.

APPLICATION FOR ADMISSION

Application for admission to the school should be made on forms which are secured from the *Director, School of Library Science, The University of North Carolina, Chapel Hill, N. C.*

RECOMMENDED COURSES PREPARATORY TO LIBRARY WORK

It is recommended that intending students include in their curriculum toward a bachelor's degree the following minimum work: French and German to the extent of at least one year's work of college grade in each; survey courses in English and American literature; a well-rounded choice of courses in history, including general European history as well as English and American; a laboratory science, preferably biology; and general introductory courses in economics, political science, sociology, and psychology. Latin and Greek are useful, especially to those intending to be catalogers.

Those students who plan to do school library work should take as undergraduates such courses in education as will meet the minimum requirements of the Southern Association and of the state departments of education for teachers' certificates.

Students who plan to enter the school for the fourth year of their undergraduate work are urged to write to the Director of the school as early as possible regarding their proposed program of study so that it may be planned with reference to the requirements for admission to the senior class of this institution and to the School of Library Science. These requirements may be stated in general as follows: two years of college work (above the usual entrance requirement of two units) in one foreign language, preferably French or German or Latin; one year of college mathematics (the applicant may take instead a year of college Latin or Greek above the elementary courses if French or German has been chosen as the regular foreign language); freshman and sophomore English; freshman social science; two years in laboratory science, at least one being in biology; sophomore social science for a year, three hours a week; and courses in English *or* history and social sciences necessary to qualify as a teacher in one of those subjects or sufficient to serve as a minor.

TIME OF ENTRANCE

Aplicants should plan their entrance into the school at the beginning of the fall or summer quarter. Many courses have prerequisites which cannot be taken unless the curriculum is begun at this time. In special cases, however, at the discretion of the Director, students may be admitted at the beginning of either of the other quarters, provided the maximum enrollment has not been reached.

SUMMER SESSION

The courses of the regular session are repeated and all the requirements which apply in the regular session apply in the summer session.

A normal schedule of three courses will make it possible to complete the work for a degree in three summers.

ELECTIVES FOR STUDENTS IN OTHER SCHOOLS

Courses 111, 121, 151 may be taken by students of senior standing of the College of Arts and Sciences with the approval of the Director of the School of Library Science. Course 152 is open to students in the School of Commerce with the approval of its Administrative Board and of the Director of the School of Library Science.

DEGREES

On the completion of a curriculum in the School of Library Science, the University will grant to students entering with senior standing the degree of Bachelor of Arts or Bachelor of Arts in Education; to those entering with a bachelor's degree, the degree of Bachelor of Arts in Library Science.

COURSE AND RESIDENCE REQUIREMENTS, AND ADVANCED STANDING

Nine courses must be satisfactorily completed in residence in the University of North Carolina for a degree in library science. Students who are admitted with advanced standing in library science must complete in the school or in another branch of the University an equivalent number of courses approved by the Director.

The residence requirement for a degree is three academic quarters. This requirement must be completd within five years.

PLACEMENT BUREAU

The School of Library Science does not undertake to find positions for its graduates. It does, however, maintain, in coöperation with the other University bureaus, a placement bureau which endeavors to bring together its graduates and those who wish to employ library workers. With the coöperation of its graduates, suitable records will be maintained to enable them to obtain through the school the best positions available.

EXPENSES

By regulation of the Board of Trustees, a differential of one hundred dollars ($100, i.e., $33.34 each quarter) a scholastic year is charged each student not a resident of North Carolina by definition of the Board.

University Fees	*Residents of N. C.*
Tuition a quarter	$25.00
*Matriculation	14.50
Student publications	2.30
Laundry deposit	8.50
Student Union fee	1.00
Total for each quarter	$51.30

*This fee includes the fee for physical education, the library fee, the fee for infirmary service, and the fee for debates.

University fees are payable at the beginning of each quarter at the Business Office.**

Graduation Fee.—The graduation fee is $5.00, payable when application for the degree is made.

Other Expenses

Trips to visit libraries	$35.00
Printed and mimeographed lists	1.00
Textbooks and supplies, about	15.00
Total for the year	$51.00

Rooms and Board.—The cost of room and board in Spencer Hall, the woman's dormitory, for the year is $283.00 if student shares a double room, or $328.00 if student occupies a single room. Payments are as follows:

Room Rent

	Double	*Single*
September 1	$45.00	$67.50
February 1	45.00	67.50

Board

September 18 (fall quarter)	$72.50
January 1 (winter quarter)	57.50
March 16 (spring quarter)	63.00

All persons living in the woman's building are required to have meals in the dining room.

Room rent and board are paid to the *Cashier of the University.* Checks should be made payable to *The University of North Carolina.*

Women not living in their own homes are required to reside in the dormitory established as a woman's residence unless permission to live elsewhere is granted by the Adviser to Women. Such permission may be had in exceptional cases only, and by graduate students. Women intending to enter the School of Library Science should communicate with the *Adviser to Women Students, The University of North Carolina, Chapel Hill, N. C.,* about rooms.

Room rent in the men's dormitories ranges from $5.25 to $10.00 a month for each occupant, depending on the location of the room.

All dormitory rent includes light, heat, service, and furniture. Students must furnish pillows, bedding, and towels.

Rooms in town rent from $7.50 to $15.00 for a double, or $15.00 to $25.00 for a single room.

Applications for rooms in University buildings should be made to *Cashier, Business Office, The University of North Carolina, Chapel Hill, N. C.*

Board in town ranges from $20.00 to $35.00 a month.

**Any student registering later than the time appointed for his registration must pay five dollars ($5.00) as an additional fee for delayed registration.

SUMMARY OF EXPENSES

Beginning of fall quarter:

University fees	$51.30
Textbooks and supplies, about	15.00
Printed and mimeographed lists	1.00
If non-resident add	33.34

If living in University building add necessary amount for room and board.

Beginning of winter quarter:

University fees	$51.30
If non-resident add	33.34

If living in University building add necessary amount for room (due February 1st) and board.

Beginning of spring quarter:

University fees	$51.30
Trip to visit libraries	35.00
If non-resident add	33.34

If living in University building add necessary amount for board.

Due in May:

Graduation fee	$ 5.00

SCHOLARSHIP AND STUDENT LOAN FUNDS

The School of Library Science has available a few scholarships which cover the cost of tuition.

The student loan funds of the University are available to students in the School.

CURRICULA

Public Library Group.—The following courses are prescribed for those who wish to engage in city or county library work.

Fall	*Winter*	*Spring*
101 Cataloging	102 Cataloging	123 Book Selection
111 Reference	112 Reference	141 Administration
121 Book Selection	122 Book Selection	One elective
133 Introduction		

School Library Group.—The following courses are prescribed for those who wish to engage in elementary or high school library work.

Fall	*Winter*	*Spring*
101 Cataloging	102 Cataloging	123 Book Selection
111 Reference	112 Reference	141 Administration
121 Book Selection	122 Book Selection	152 The Care and Use of Library Materials (½ course)
133 Introduction		153 Library Work with Children (½ course)

College and University Library Group.—The following courses are prescribed for those who wish to work in college or university libraries.

Fall	*Winter*	*Spring*
101 Cataloging	102 Cataloging	141 Administration
111 Reference	112 Reference	151 History of Books and Libraries
121 Book Selection	124 Book Selection	One elective
133 Introduction		

Electives in Library Science:

151 History of Books and Libraries

153 Library Work with Children

152 The Care and Use of Library Materials

191 Special Problems. Credit to be determined on assignment of work.

a. Some problem of investigation associated with library work. Students with advanced standing and mature outlook.

b. Course continuing work in any special phase of Book Selection, Cataloging, or Reference in which a student or group of students is interested—seminar, laboratory, project. Different groups working under different instructors.

Electives in other departments or schools.—Those who are admitted to advanced standing and who are relieved of prescribed courses and, in certain cases, students without advanced standing (in spring quarter only), may elect with the advice of the faculty of the school from the following:

Economics 170—(Statistics)

Education 160—(Curriculum Construction)

English 163—(Literary Criticism)

English 331—(Seminar: Bibliography and Methodology)

History 201—(Historiography)

Public Administration 101—(Public Administration)

Sociology 209—(Southern Regional Social Problems)

COURSES OF INSTRUCTION

Work is valued and credited by quarter hours, one such hour being allowed for each class meeting a week for a quarter. In the following announcements of courses the numbers in parenthesis following the descriptive titles show the credits allowed in quarter hours. (One semester hour is equal to one and one-half quarter hours.)

Required Courses

101. CATALOGING AND CLASSIFICATION. (5)

This course is planned to give students the theoretical side of cataloging and classification with reference to libraries of different types, sizes, and clienteles. Its objective is to study the problems involved in decisions regarding: (1) the kinds and forms of public and official catalogs; (2) classification systems, the division of subjects, and the classifying of printed material; (3) subject headings; (4) the arrangement of books on the shelves, and of cards in the catalog; (5) bibliographical detail, including, e.g., forms of names and the use of Library of Congress printed cards and locally made catalog cards; (6) the catalog department's relation to the other departments of the library; (7) the organization and administration of the work of the department, including estimates on the cost of cataloging; and (8) the securing, organizing, and training of the staff of the department. The work will be carried on through lectures, class discussions, problems, readings, individual and group conferences. *Five hours a week, fall quarter.* Professor Akers.

102. CATALOGING AND CLASSIFICATION. (5)

This is a continuation of course 101 and deals with the actual cataloging and classification of books for libraries of differing sizes, types, and clienteles. The objectives are (1) to teach the student to classify and assign subject headings, using the classification system and sources for subject headings best adapted to the needs of his chosen community; (2) to teach the student to make and maintain a catalog and other essential cataloging records for a given community; and (3) to teach the student (a) the distinction between professional and clerical duties, (b) the character traits needful for success, (c) the necessary attention to essential detail, and (d) methods of work, in order to facilitate his transition from the work of the classroom to that of the library. The school, public, and college students will meet as one class and will have their laboratory work together, but each student will work with books suitable for his chosen clientele. The work will be carried on through class discussion, case-method, problems, projects, laboratory work, individual and group conferences. *Five class and eight laboratory hours a week, winter quarter.* Professor Akers.

111-112. REFERENCE AND BIBLIOGRAPHY. (10)

The aim of this course is to familiarize students with the principles of reference work and with the selection and use of basic bibliographical and reference books, public documents, periodicals and periodical indexes. Lectures on the historical development of various classes of bibliographic materials and practical questions involving their use are followed by individual problems and conferences. Extensive practice is given in the selection of reference and bibliographic materials for libraries of various types. Mudge, *Guide to Reference Books,* c1936, is used as a text. *Five hours a week, fall and winter quarters.* Professor Kelling.

121. PRINCIPLES OF BOOK SELECTION. (5)

The object of this course is to cultivate the ability to select the literature best adapted to the varying needs of the adult reader in different types of libraries through a study of the underlying principles and practices of approved methods. The work consists of reading, examining, and reviewing selected books from classes, such as literature, history, science, fiction, etc.; a critical study of the principal aids to book selection as tools for practical use in the library; the compiling of selected lists; practice in the writing of book notes; the checking of current book lists; discussion of American publishers; and study of editions. Lectures and discussion groups. *Five hours a week, fall quarter.* Professor Beust.

122. BOOK SELECTION FOR HIGH SCHOOL LIBRARIES. (5)

A survey of adolescent literature and a study of the reading interests of the adolescent, particularly during the high school years. A critical study of standard and classic books for the adolescent, and of reference books for this age group. Criteria for selecting books for adolescents with various reading backgrounds. *Five hours a week, winter quarter.* Professor Beust.

123. BOOK SELECTION FOR CHILDREN'S LIBRARIES. (5)

In general, the aim of the course is to acquaint the students with children's reading in order that they may understand the varying appeals that books make to children and thus learn to select books with consideration for the different age groups and differing backgrounds of children. The importance of literature made by children, children's literary tradition, classics, modern and traditional fairy tales, poetry, nursery rhymes, fables and beast tales, myths, epics and sagas, romances, ballads, subject-matter books, illustrated books, books for story-telling, and the history of children's literature are indicated. Practice in the writing of book notes, oral reports, discussions, and lectures. *Five hours a week, spring quarter.* Professor Beust.

124. BOOK SELECTION FOR COLLEGE LIBRARIES. (5)

Continuation of course 121, with emphasis on the needs of the college library. *Five hours a week, winter quarter.* Professor Beust.

133. INTRODUCTION TO LIBRARY WORK.

A series of informal lectures given throughout the year will attempt to present the profession of library work to the beginner. During the year demonstrations of library methods and systems through inspection tours, lectures, and exhibits will be offered. This course, for which no credit is given, is required of all students except those admitted to advanced standing who are especially excused. *Throughout the year.* Professor Akers and other lecturers.

141. ADMINISTRATION OF LIBRARIES. (5)

A study of the functions of public, school, and college libraries; the elements of library organization and administration and the variations necessary to special types of service; the library in the community; the interrelation of work as exemplified by the departments of a large library; finance, personnel, equipment, and buildings; and general book-buying policy. Special projects and discussions. *Five hours a week, spring quarter.* Professor Kelling.

151. HISTORY OF BOOKS AND LIBRARIES. (5)

A survey of the care of books to the present: ancient and medieval libraries; modern library systems, with emphasis on those in England and the United States; important library personalities. The development of written records from prehistoric times to the present day: the forerunners of modern books; the manuscript book; Oriental and European printing; book publishing; book-binding, collectors, etc. Lectures and discussions illustrated with

lantern slides and material from the collection of the Hanes Foundation for the Study of the Origin and Development of the Book. Problems, assigned readings, and papers. *Five hours a week, spring quarter.* Professor Downs.

152. THE CARE AND USE OF LIBRARY MATERIALS. (3)

This course includes the study of: (1) problems involved in indexing, arranging, and caring for non-book material, e.g., picture and map collections; and (2) problems involved in decisions regarding the aims of the course in the use of books and libraries, the scope, and the best methods of presentation. The work will be given through lectures, class discussion, problems, and reading. *Three hours a week, spring quarter.* Professor Akers.

153. LIBRARY WORK WITH CHILDREN. (3)

The aim of this course is to present the organization, administration, and equipment of a children's library. Special attention to problems of book buying and the relation of the children's library to other educational institutions. *Three hours a week, spring quarter.* Professor Beust.

Electives

191. SPECIAL PROBLEMS. Credit to be determined on assignment of work.

a. This course is designed to permit students with a mature outlook to engage in some problem of investigation associated with library work. Limited to students with advanced standing. *Throughout the year on application.* The faculty of the school.

b. This course continues work in any special phase of Book Selection, Cataloging, or Reference in which a student or group of students is interested —seminar or laboratory project. Different groups working under different instructors. *Throughout the year on application.* The faculty of the school

Electives From Other Departments

ECONOMICS 170. ECONOMIC STATISTICS. (5)

This course is designed to give a critical understanding of the more important processes of elementary statistical technique used by economists and business men, and found in current discussions of economic matters. Among the topics included are graphic presentation, averages, index numbers, the cyclical analysis of time series, and simple correlation. The laboratory work is designed to give practice in the use of the processes studied, together with an interpretation of the results found. *Three lecture and four laboratory hours a week, every quarter. Laboratory fee, $2.00.* Professor Ferger.

EDUCATION 160. CURRICULUM CONSTRUCTION. (5)

The construction and organization of the elementary school curriculum when based upon human needs. Includes consideration of the teacher's function in curriculum construction, objectives of the school subjects, sources of curriculum material and criteria for evaluating it, selection and organization of the pupil-activities through which the objectives may be attained. *Five hours a week, spring quarter.* Professor Trabue.

ENGLISH 163. LITERARY CRITICISM. (5)

The principles that have animated classical, romantic, and realistic literature. *Five hours a week, spring quarter.* Professor Bond.

ENGLISH 331. SEMINAR: BIBLIOGRAPHY AND METHODOLOGY. (5)

A course designed to aid students in preparing term papers, theses, and dissertations. The bibliographical guides for study of English are presented,

the problems of library research are discussed, and the standard procedures and forms of writing scholarly papers are taught. *Five hours a week, fall quarter.* Professor Paine.

HISTORY 201ab. HISTORIOGRAPHY. (5)

Lectures, conferences, readings, and reports. The first quarter will be concerned with methods of research, schools of interpretation, and the interrelation of history with the other social sciences. The second quarter will be a seminar in the history and bibliography of history. Required of all graduate students in history and government. *Three hours a week, fall and winter quarters.* Professor Caldwell.

PUBLIC ADMINISTRATION 101. Prerequisite, Bachelor's degree, or three courses in Government, History, Economics, and Sociology. (5)

General problems of public administration in the modern state. The development of administration; the principles of organization; its relation to the legislative and judicial branches of government; the processes of integration and centralization; the administrative reorganization of the United States; relation to administrative law; etc. Special problems of administration, such as personnel, the budget, administrative rules and regulations, morale, recruitment and examinations, promotion and efficiency methods, and retirement systems, will be considered. *Five hours a week, fall or spring quarter.* Professor Fesler.

SOCIOLOGY 209. SOUTHERN REGIONAL SOCIAL PROBLEMS. (5)

An extended survey of the field of regional social problems in the Southern States classified and grouped under certain sociological categories and physical backgrounds, cultural patterns, processes of social change, social incidence, individual and social differentiation, institutions and leadership, social programs, social science, and social research. Topical analysis and extensive questions supplemented with concrete data and special thorough study of given selected problems. *Five hours a week, winter quarter.* Professor Odum.